

## QUALIFIED HEAD INJURY PROFESSIONAL (QHIP)

The following represents the minimum requirements for individuals to be considered a QHIP:

<u>Neuropsychologist:</u>	A person with a Ph.D. in Psychology from an accredited school, with a specialty in Neuropsychology, licensure with the state of Missouri, and at least one year of experience in working directly with persons with brain injury.
<u>Neuropsychiatrist:</u>	A doctor of Psychiatry, who has at least one year of experience in working directly with persons with brain injury, and who has expertise in medical management of conditions related to brain injury.
<u>Physiatrist:</u>	A person with a M.D. with a specialty in Physiatry, licensure with the state of Missouri, and who has at least one year of experience in working directly with persons with brain injury.
<u>Psychologist:</u>	A person with a Ph.D. in Psychology from an accredited school, licensure with the state of Missouri, and at least one year of experience in working directly with persons with brain injury.
<u>Social Worker:</u>	A person who holds a graduate degree from an accredited school of social work, licensure as a Social Worker, and at least one year of experience in working directly with persons with brain injury.
<u>Professional Counselor:</u>	A person who holds a graduate degree from a school or university accredited program in counseling, eligible for licensure as a professional counselor with the state of Missouri, and who has at least one year of experience in working directly with persons with brain injury.
<u>Recreational Therapist:</u>	A person who holds a bachelor's degree in Recreational Therapy from a school or university accredited program in recreational therapy, and who has at least one year of experience in working directly with persons with brain injury.
<u>Educational Specialist:</u>	A person who holds a bachelor's degree or graduate degree in Education or Special Education from a school or university accredited program, and who has at least one year of experience in working directly with persons with brain injury.
<u>Vocational Specialist:</u>	A person who holds a bachelor's degree or graduate degree in vocational rehabilitation services, and who has at least one year of experience in working directly with persons with brain injury.
<u>Human Services Professional:</u>	A person who has at least a bachelor's degree in a human services field (including, but not limited to: sociology, rehabilitation services, counseling and psychology), and who has at least one year of experience in working directly with persons with brain injury.

Human Services  
Direct Care Worker:

A person who has a high school diploma or equivalent, and within six months of employment, have completed training in the Primary Skills from the Direct Care worker Competency List, including all six domains:

1. General Overview;
2. Working with the Consumer in his/her Environment;
3. Professional Role and Job Skills of the Direct Care Worker;
4. Learning about Community Resources;
5. Safety and Welfare of the Consumer; and
6. Policies of the Direct Care Worker's Organizational System.

After the first year of employment, must have completed a minimum of five hours per year of continuing education specifically related to job duties.

AHI PROGRAM PROVIDER QUALIFICATIONS		
Head Injury Service	Education & Experience Requirements	SHCN Enrollment & Documentation requirements * Send at time of SHCN enrollment ** Retain as on-site documentation
Adjustment Counseling	An individual who holds a current Missouri license as a Professional Counselor, Psychologist, or Licensed Clinical Social Worker.	Participation Agreement, Provider Application form, <ul style="list-style-type: none"> <li>• Vendor Input</li> <li>• Vendor ACH/EFT Application</li> </ul> ** Copy of current Missouri Professional Counselor, Psychologist or Clinical Social Work license, and ** Letter from a present/former employer documenting one year of experience working with persons with brain injury <b>OR</b> certificate(s) of completion of 15 hrs. in-service training addressing: characteristics of TBI, family grief responses, behavioral techniques, compensation strategies, and knowledge of TBI programs.
Behavioral Assessment & Consultation	An individual who holds a current Missouri Psychologist or Psychiatrist license and has expertise in medical and behavioral management techniques with TBI; <b>OR</b> An individual who holds a current Missouri Physician's license; one year of experience working directly with persons with brain injury, and expertise in medical management of conditions related to brain injury.	* Participation Agreement, * Provider Application form, <ul style="list-style-type: none"> <li>• Vendor Input</li> <li>• Vendor ACH/EFT Application</li> </ul> ** Copy of current Missouri Psychologist/Physician's license, and ** Letter from a present/former employer documenting one year of working directly with persons with brain injury.
Neuropsychological Evaluation and Consultation	An individual who holds a current Missouri license as a Psychologist, specializing in Neuropsychology, and one year of experience working directly with persons with brain injury.	* Participation Agreement, * Provider Application form, <ul style="list-style-type: none"> <li>• Vendor Input</li> <li>• Vendor ACH/EFT Application</li> </ul> ** Copy of current Missouri Psychologist's license, and ** Letter from present/former employer documenting specialty in neuropsychology and one year of experience working directly with persons with head injury.
Pre-Vocational/Pre-Employment Training <ul style="list-style-type: none"> <li>• Facility</li> <li>• Supervisor</li> <li>• Direct Care Worker</li> </ul>	<u>Facility</u> Facility must have a formalized relationship with DVR and/or other local employment agencies; must have documented policies and procedures in place to safeguard the safety and well being of the participants served. <u>Supervisor</u> An individual who holds a bachelor's or master's degree in Vocational Rehab Services and has one year of experience working with persons with brain injury on employment issues	<u>Facility</u> * Participation Agreement, * Provider Application form, <ul style="list-style-type: none"> <li>• Vendor Input</li> <li>• Vendor ACH/EFT Application</li> </ul> * Letter from DVR or local employment agency, and * Copy of CARF accreditation in Employment and Community Services. CARF = Commission of Accreditation Rehabilitation Facilities <u>Supervisor</u> ** Copy of bachelor's or master's degree in Vocational Rehab Services, and ** Letter from a present/former employer documenting one year of experience working directly with persons with brain injury on employment issues; <b>OR</b>

	<p><b>OR</b> An individual with a bachelor's degree in Rehab Services, Rehab Counseling, Social Work, Education, or Special Education with at least two years experience working with persons with brain injury on employment issues. <u>Direct Care Worker</u></p> <ol style="list-style-type: none"> <li>1. An individual who holds a high school diploma or GED and within six months of employment, has completed training in the Primary Skills from the Direct Care Worker Competency List, including all six domains. General Overview;</li> <li>2. Working with the Consumer in his/her Environment;</li> <li>3. Professional Role and Job Skills of the Direct Care Worker;</li> <li>4. Learning about Community Resources;</li> <li>5. Safety and Welfare of the Consumer; and</li> <li>6. Policies of the Direct Care Worker's Organizational System.</li> </ol> <p>See Direct Care Worker Competency List.</p>	<p>** Copy of bachelor's or master's degree in Rehab Services, Rehab Counseling, Social Work, Education, or Special Education, and ** Letter from a present/former employer documenting two years experience working directly with persons with brain injury on employment issues. <u>Direct Care Worker</u> ** Copy of high school diploma or GED certificate, and ** Training record(s) documenting completion of Primary Skills within six months of employment. ** After first year of employment: certificate documenting five hours job-related continuing education.</p>
Socialization Skills Training	An individual with a bachelor's degree in Recreational or Occupational Therapy, Psychology, Education, Special Education, or Social Work.	<p>* Participation Agreement, * Provider Application form,</p> <ul style="list-style-type: none"> <li>• Vendor Input</li> <li>• Vendor ACH/EFT Application</li> </ul> <p>** Copy of bachelor's degree in Recreational or Occupational Therapy, Psychology, Education, Special Education, or Social Work; and ** Letter from present/former employer documenting one year of experience working directly with persons with brain injury.</p>
Special Instruction	An individual with a bachelor's or master's degree in Education or Special Education; one year of experience working directly with persons with brain injury.	<p>* Participation Agreement, * Provider Application form,</p> <ul style="list-style-type: none"> <li>• Vendor Input</li> <li>• Vendor ACH/EFT Application</li> </ul> <p>* Copy of bachelor's or master's degree in Education or Special Education; and ** Letter from present/former employer documenting one year of experience working directly with persons with brain injury.</p>
Supported Employment/Follow Along <ul style="list-style-type: none"> <li>• Facility</li> <li>• Supervisor</li> </ul>	<p><u>Facility</u> Agency that provides specialized vocational support services for persons with disabilities.</p>	<p><u>Facility</u> * Participation Agreement, * Provider Application form,</p> <ul style="list-style-type: none"> <li>• Vendor Input</li> <li>• Vendor ACH/EFT Application</li> </ul>

<ul style="list-style-type: none"> <li>• Direct Care Worker</li> </ul>	<p><u>Supervisor</u> An individual who holds a bachelor's or master's degree in Vocational Rehab Services and has one year of experience working with individuals with brain injury on employment issues</p> <p><b>OR</b> An individual with a bachelor's degree in Rehab Services, Rehab Counseling, Education, or Special Education with at least two years experience working with persons with brain injury on employment issues.</p> <p><u>Direct Care Worker</u> An individual who holds a high school diploma or GED and within six months of employment, has completed training in the Primary Skills from the Direct Care Worker Competency List, including all six domains:</p> <ol style="list-style-type: none"> <li>1. General Overview;</li> <li>2. Working with the Consumer in his/her Environment;</li> <li>3. Professional Role and Job Skills of the Direct Care Worker;</li> <li>4. Learning about Community Resources;</li> <li>5. Safety and Welfare of the Consumer; and</li> <li>6. Policies of the Direct Care Worker's Organizational System.</li> </ol> <p>See Direct Care Worker Competency List.</p>	<ul style="list-style-type: none"> <li>* Letter documenting affiliation with DVR, and</li> <li>* Copy of CARF accreditation in Employment and Community Services.</li> </ul> <p><u>CARF</u> = Commission on Accreditation of Rehabilitation Facilities</p> <p><u>Supervisor</u> ** Copy of bachelor's or master's degree in Vocational Rehab Service, and ** Letter from a present/former employer documenting one year of experience working directly with persons with brain injury on employment issues <b>OR</b> ** Copy of bachelor's or master's degree in Rehab Services, Rehab Counseling, Education or Special Education, and ** Letter from a present/former employer documenting two years of experience working directly with persons with brain injury on employment issues.</p> <p><u>Direct Care Worker</u> ** Copy of high school diploma or GED certificate, and ** Training record(s) documenting completion of Primary Skills within six months of employment. ** After first year of employment: certificate documenting five hours job-related continuing education</p>
<p>Transitional Home &amp; Community Support</p> <ul style="list-style-type: none"> <li>• Supervisor</li> <li>• Direct Care Worker</li> </ul>	<p>Agency that provides specialized home and community-based assistance to persons with disabilities.</p> <p><u>Supervisor</u> An individual who holds a bachelor's or master's degree in Occupational Therapy, Social Work, Psychology, Rehab Counseling, Counseling, Rehab Services, Education, or Special Education and one year of experience working with persons with brain injury</p> <p><u>Direct Care Worker</u> An individual who holds a high school diploma or GED and within six months of employment, has completed training in the Primary</p>	<ul style="list-style-type: none"> <li>* Participation Agreement,</li> <li>* Provider Application form,             <ul style="list-style-type: none"> <li>• Vendor Input</li> <li>• Vendor ACH/EFT Application</li> </ul> </li> </ul> <p><u>Supervisor</u> ** Copy of bachelor's or master's degree, and ** Letter from a present/former employer documenting one year of experience working directly with persons with brain injury</p> <p><u>Direct Care Worker</u> ** Copy of high school diploma or GED certificate, and ** Training record(s) documenting completion of Primary Skills within six months of employment. ** After first year of employment: certificate documenting five hours job-related continuing education.</p>

	<p>Skills from the Direct Care Worker Competency List, including all six domains.</p> <ol style="list-style-type: none"> <li>1. General Overview;</li> <li>2. Working with the Consumer in his/her Environment;</li> <li>3. Professional Role and Job Skills of the Direct Care Worker;</li> <li>4. Learning about Community Resources;</li> <li>5. Safety and Welfare of the Consumer; and</li> <li>6. Policies of the Direct Care Worker's Organizational System.</li> </ol> <p>See Direct Care Worker Competency List.</p>	
Transportation	Agency that has experience with persons with disabilities	<p>* Participation Agreement,  * Provider Application form, and</p> <ul style="list-style-type: none"> <li>• Vendor Input</li> <li>• Vendor ACH/EFT Application</li> </ul> <p>** List of standards for transporting clients that protect the safety and well-being of clients</p> <p>** List of direct service personnel trained in CPR/First Aid, Emergency Procedures, Characteristics of TBI, and Behavioral techniques effective for persons with TBI.</p>